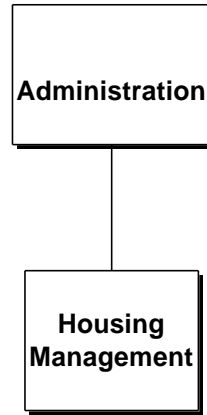


**DEPARTMENT OF HOUSING  
AND COMMUNITY DEVELOPMENT  
FUND 141, ELDERLY HOUSING PROGRAMS**



**FUND 141**  
**ELDERLY HOUSING PROGRAMS**

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***Agency Position Summary***

15   Regular Positions       /       15.0   Regular Staff Years

***Position Detail Information***

**HOUSING MANAGEMENT**

1	Housing Services Specialist V
1	Housing Services Specialist IV
2	Housing Services Specialists II
4	Facility Attendants II
1	Senior Mechanical Systems Supervisor
1	Maintenance Trade Helper II
1	Asst. Supv. Fac. Support
1	Electrician II
1	General Building Maintenance Worker I
1	Administrative Aide
1	Administrative Assistant
15	Positions
15.0	Staff Years

# FUND 141

## ELDERLY HOUSING PROGRAMS

### AGENCY MISSION

*To manage affordable rental housing acquired by the FCRHA for the benefit of the elderly, and to maintain and reserve the units for long-term rental availability.*

### AGENCY SUMMARY

Category	FY 1999 Actual	FY 2000 Adopted Budget Plan	FY 2000 Revised Budget Plan	FY 2001 Advertised Budget Plan	FY 2001 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	15/ 15	15/ 15	15/ 15	15/ 15	15/ 15
Expenditures:					
Personnel Services	\$684,066	\$731,526	\$731,526	\$773,915	\$792,749
Operating Expenses	2,308,862	2,207,323	2,503,971	2,204,467	2,204,467
Capital Equipment	28,399	31,536	35,355	78,068	78,068
<b>Total Expenditures</b>	<b>\$3,021,327</b>	<b>\$2,970,385</b>	<b>\$3,270,852</b>	<b>\$3,056,450</b>	<b>\$3,075,284</b>

### Board of Supervisors' Adjustments

*The following funding adjustments reflect all changes to the FY 2001 Advertised Budget Plan, as approved by the Board of Supervisors on April 24, 2000:*

- The 2.5 percent cost-of-living/market rate adjustment approved by the Board of Supervisors, and previously held in reserve, has been spread to County agencies and funds. This action results in an increase of \$18,834 to Fund 141, Elderly Housing Programs.

### County Executive Proposed FY 2001 Advertised Budget Plan



### Agency Overview

Fund 141, Elderly Housing Programs, accounts for personnel, operating, and equipment costs related to the County's support of the operation of the three locally funded elderly housing developments owned or leased by the Fairfax County Redevelopment and Housing Authority (FCRHA). The three elderly housing developments funded in Fund 141, Elderly Housing Programs, are: Lewinsville Senior Residences in McLean, Little River Glen in the Braddock District, and Lincolnia Center in the Mason District. Funding for two facilities, Morris Glen in the Lee District and Herndon Harbor House in the Hunter Mill District, are not presented in Fund 141, Elderly Housing Programs. Although they are owned by a limited partnership of which the FCRHA is the managing general partner, the facilities are operated by a private firm.

Housing and Community Development staff administers the contract between the FCRHA and the private firm hired to manage the facilities. Together, in FY 2001, these five facilities will provide for 348 congregate housing units, three Adult Day Care Health Centers, and a 52-bed Adult Care Residence. This includes the additional 60 residential units and an adult day care center scheduled to open at Herndon Harbor in the winter of FY 2001. These developments address the needs of both the more independent elderly and those who require a greater level of care.

In FY 2001, the operation of the Elderly Housing Program will be supported in part with rental income, a State auxiliary grant for indigent care in the Adult Care Residence component at the Lincolnia Center, County support, and Federal HOME funds. The County's General Fund transfer supports more than \$1.3 million, or approximately 44 percent, of this

## **FUND 141**

### **ELDERLY HOUSING PROGRAMS**

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expense. The operating budget provides for approximately the same level of service as provided in FY 2000. The Morris Glen and Herndon Harbor facilities are self-supporting and do not require County General Fund support in Fund 141.

Other costs related to the County's housing program at these sites, including the operating costs of senior centers, adult day care centers, and a Congregate Food Program, are reflected in the agency budgets for the Department of Community and Recreation Services, the Health Department, the Aging Grants and Programs Fund, and County Debt Service Fund.

During FY 2001, the scheduled furniture/carpeting replacements and major maintenance repairs will continue. This includes the furniture and carpeting repair/replacement programs at the Lincolnia, Little River Glen, and Lewinsville facilities. Additionally, FY 2001 begins the second five-year repair and replacement plan that includes the repair of major appliances, updates/upgrades to apartment units, and major repairs forecasted as necessary to parking lots, roofs, and mechanical equipment.

Funding for a management contract in the amount of \$921,338 for the Lincolnia Adult Care Residence will cover the costs of health care professionals who provide services 24 hours a day for that component of the Lincolnia facility. Management and maintenance contracts, funded entirely from rental income, will cover services at Morris Glen and Herndon Harbor House.

The elderly projects are briefly described below:

- Lewinsville Senior Residences is a housing facility in McLean comprising 22 efficiency units and a congregate living area serving the residential needs of low-to-moderate income elderly. The Department of Housing and Community Development (DHCD) manages the residential facility, reviews applications to determine eligibility requirements, and provides maintenance services. A Congregate Food program is funded through the Area Agency on Aging. The FCRHA leases a portion of this facility for the elderly housing program from the County. In addition, the facility also houses a senior recreation program serving an average of 55 senior citizens, which is run by the County's Department of Community and Recreation Services, and an Adult Day Health Care program run by the County Health Department serving an average of 35 senior citizens. FY 2001 funding provided in Fund 141 for the operation of the elderly housing component of this facility is \$135,627.
- Little River Glen is a 120-unit facility opened in the fall of 1990 and is spread over five buildings on an eight-acre site in the Braddock District serving the residential needs of low-to-moderate income elderly. Four different models of one-bedroom units are available. The space is designed for senior citizens who are capable of living independently but desire to participate in social and recreational opportunities provided on-site. There is a Senior Center with lounges, recreation/activity rooms, and a commercial kitchen. The Department of Community and Recreation Services runs the Senior Center, and the Area Agency on Aging funds the Congregate Food program. FY 2001 funding provided in Fund 141 for the operation of this facility is \$1,342,820.
- Lincolnia Center is a multi-purpose facility, which opened in January 1990 in the Mason District in response to the residential needs of low-income and indigent elderly. It consists of two separate residential areas: a Congregate Residence of 26 units which provides independent living for senior citizens with limited means, and a 52-bed Adult Care Residence for elderly residents who require assistance with the activities of daily living. The Lincolnia Center also houses a Senior Center with recreation/activity rooms, a commercial kitchen, lounges, and an Adult Day Health Care Center. The Department of Community and Recreation Services administers the Senior Center, and the Health Department staffs and operates the Adult Day Health Care Center. A Congregate Food program is administered by DHCD and funded by the Area Agency on Aging for all program participants and residents. FY 2001 funding provided in Fund 141 for the operation of this facility is \$1,578,003.
- Morris Glen is a 60-unit garden apartment community located in the Lee District in the Manchester Lakes Community. The facility was completed in December 1995 for moderate-income seniors capable of independent living. Morris Glen consists of two two-story buildings and a small community building. Four different models of one-bedroom units are available as well as a large amount of common area in each residential building. This facility is managed and maintained by a private contractor, with DHCD staff serving as contract administrator, and expenditures are completely supported by rental income.

## **FUND 141**

### **ELDERLY HOUSING PROGRAMS**

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- Herndon Harbor House is an adult care community developed in three phases. Herndon Harbor House I is a 60-unit community located in the Town of Herndon that opened in October 1998 that includes two 30-unit residential buildings. The facility is managed and maintained by a private contractor with DHCD staff serving as contract administrator. Expenditures are supported by rental income. Herndon Harbor Phase II will include an additional 60 units of congregate housing and an Adult Day Care Center and is projected to be operational during the Winter FY 2001. Phase III is a Senior Center currently in the final planning stage with construction scheduled for completion in early FY 2002.

Certain expenses reflected in this fund are not directly related to housing operations. The FCRHA, as landlord of these facilities, has inter-agency agreements, which provide for budgeting by DHCD for common area expenses for utilities, telecommunications, maintenance, custodial services, and contracts. The facilities provide space for general community use as well as for services provided by other County agencies.



### **Funding Adjustments**

*The following funding adjustments to the FY 2000 Revised Budget Plan are necessary to support the FY 2001 program:*

- An increase of \$17,257 due to the implementation of the new Pay for Performance program in FY 2001. The new system links annual pay increases to employee performance.
- An increase of \$15,352 due to the implementation of the Market Pay Study. As a result of the study, incumbents in job classes that are found to be one grade below the market will be moved to the appropriate grade and receive a 2.0 percent market adjustment. Incumbents in classes found to be two or more grades below the market will be moved to the appropriate grade and receive a 4.0 percent market adjustment. In addition, funding is held in reserve to provide all employees with a 2.5 percent cost-of-living/market adjustment.
- A net increase of \$9,780 in Personnel Services to reflect salary projections, extra pay and fringe benefit requirements based on the current grade of existing staff.
- A net decrease of \$20,362 in Operating Expenses at Lewinsville is primarily due to a decrease in repairs, maintenance, and furniture replacement based on the scheduled five-year replacement plan, and encumbered carryover of \$6,385, partially offset by an increase in custodial contracts, maintenance contracts and building materials.
- A net decrease in Operating Expenses for Lincolnia of \$269,960 is primarily due to \$215,799 in encumbered carryover funding for a management contract at the Senior Center for the June, 1999 payment, and reduced maintenance contracts, appliances and repairs based on the scheduled five-year replacement plan.
- A net decrease in Operating Expenses for Little River Glen of \$9,182 is primarily due to the FY 1999 encumbered carryover of \$74,464 for carpet replacement and custodial contracts. This decrease is partially offset by increased requirements for repairs and maintenance based on the five-year replacement plan.
- Capital Equipment funding of \$78,068, is primarily attributable to the FY 2001 portion of a five-year plan at the Lincolnia and Little River Glen facilities to replace furniture, kitchen appliances and water heaters.

*The following funding adjustments reflect all approved changes to the FY 2000 Revised Budget Plan since the passage of the FY 2000 Adopted Budget Plan. Included are all adjustments made as part of the FY 1999 Carryover Review and all other approved changes through December 31, 1999:*

- As part of the FY 1999 Carryover Review, \$300,467 was added due to encumbered carryover of \$296,648 in Operating Expenses and \$3,819 in Capital Equipment to complete the elevator replacement at Little River Glen, parking lot repairs and payments for the Congregate Meals on Wheels.

# FUND 141

## ELDERLY HOUSING PROGRAMS

### FUND STATEMENT

Fund Type H14, Special Revenue Funds

Fund 141, Elderly Housing Programs

	FY 1999 Actual	FY 2000 Adopted Budget Plan	FY 2000 Revised Budget Plan	FY 2001 Advertised Budget Plan	FY 2001 Adopted Budget Plan
<b>Beginning Balance</b>	<b>\$686,707</b>	<b>\$191,190</b>	<b>\$584,137</b>	<b>\$283,670</b>	<b>\$283,670</b>
Revenue:					
Rental Income	\$1,442,068	\$1,441,460	\$1,441,460	\$1,450,996	\$1,450,996
Miscellaneous Revenue	10,559	6,930	6,930	8,955	8,955
HOME Rental Assistance	202,259	189,870	189,870	222,259	222,259
Total Revenue	\$1,654,886	\$1,638,260	\$1,638,260	\$1,682,210	\$1,682,210
Transfer In:					
General Fund (001)	\$1,263,871	\$1,332,125	\$1,332,125	\$1,359,404	\$1,359,404
Total Transfer In	\$1,263,871	\$1,332,125	\$1,332,125	\$1,359,404	\$1,359,404
<b>Total Available</b>	<b>\$3,605,464</b>	<b>\$3,161,575</b>	<b>\$3,554,522</b>	<b>\$3,325,284</b>	<b>\$3,325,284</b>
Expenditures:					
Personnel Services	\$684,066	\$731,526	\$731,526	\$773,915	\$792,749
Operating Expenses	2,308,862	2,207,323	2,503,971	2,204,467	2,204,467
Capital Equipment	28,399	31,536	35,355	78,068	78,068
Subtotal Expenditures	\$3,021,327	\$2,970,385	\$3,270,852	\$3,056,450	\$3,075,284
COLA/MRA Reserve	0	0	0	18,834	0
Total Expenditures	\$3,021,327	\$2,970,385	\$3,270,852	\$3,075,284	\$3,075,284
<b>Total Disbursements</b>	<b>\$3,021,327</b>	<b>\$2,970,385</b>	<b>\$3,270,852</b>	<b>\$3,075,284</b>	<b>\$3,075,284</b>
<b>Ending Balance<sup>1</sup></b>	<b>\$584,137</b>	<b>\$191,190</b>	<b>\$283,670</b>	<b>\$250,000</b>	<b>\$250,000</b>
Replacement Reserve	584,137	191,190	283,670	250,000	250,000
<b>Unreserved Ending Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<sup>1</sup> Beginning in FY 2001 the Ending Balance will be comprised of a Replacement Reserve of funding up to and including a threshold of \$250,000, the remainder will fall to the Unreserved Ending Balance.